

## HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

**VACANCY ANNOUNCEMENT #**

09-646

**OPEN PERIOD:**

12/8/2009 – 12/29/2009

**JOB TITLE:**

Production Controller

**PAY GRADE AND SERIES:**

GS-1152-09

**PAY RANGE:**

\$46,625 - \$60,612

**POSITION LOCATION:**

Bakersfield, CA.

**APPOINTMENT TYPE: PERMANENT - DUAL STATUS****PDCN #:** 70700000**Security Clearance Required:**  
**National Agency Check****AREA OF CONSIDERATION:** CURRENT CALIFORNIA NATIONAL  
GUARD MEMBERS/TECHNICIAN

Military grade of E-1 through E-7.

**Compatible Military Grade Assignment:** CMF 63, 94; MOS  
92A/F/Y/Z.**Key Requirements:****THIS IS A PERMANENT POSITION**

This position is located in the Joint Forces Headquarters—State, Logistics Directorate (J-4/G-4), Surface Maintenance Facility. The purpose of this position is to perform maintenance production management, to achieve or maintain desired production levels, to serve as an equipment readiness expert for units supported by the facility, and to provide technical guidance and oversight to a lower-graded Production Controller.

**Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized.**

**PAYMENT OF PERMANENT CHANGE OF STATION (PCS):** Payment of Permanent Change of Station (PCS) IS authorized upon approval and subject to the provisions of the Joint Travel Regulations

**Position Requires Travel:** Some, 1 to 5 days per month.

**QUALIFICATIONS and EVALUATION:**

**General:** Experience, education, or training which indicates the candidate can reason in quantitative terms, can express themselves orally and in writing, and understands the terminology and date pertaining to the repair operations and processes characteristic of the production activity.

**Production Controller GS-1152-09:** Must have 24 months of specialized experience as a supervisor, or contacts that required an interchange of information resulting in a specific required action to be completed; experience where candidate scheduled workflow in more than one area and was responsible for coordinating products or materials from support activities; experience in performing or supervising journeyman level work in a shop located within the production facility; experience where applicant exercised immediate control tasks such as: a. preparing job or work orders; b. scheduling various phases of projects into the shops; c. following up to see if work is progressing as planned; and d. arranging for adjustments in materials, machine processes, and work sequencing to allow for unanticipated changes.

**KNOWLEDGES, SKILLS, AND ABILITIES:** The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Ability to communicate both orally and in writing.
2. Ability to exercise initiative in taking timely action to schedule and obtain required materials.
3. Knowledge of the organization and work procedures of the production activity.
4. Ability to exercise considerable initiative in taking prompt and decisive action to prevent or alleviate delays due to conflicts in scheduling, lack of materials, or faulty work processes.

**SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE:** Two full academic years of graduate education which is directly relevant to production or industrial management will satisfy the requirements for GS-9 positions. Appropriate education and training other than that outlined above, such as in manpower development programs, military training programs or formal apprenticeship programs, will be granted credit on a month for month basis.

**COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE**

**CREDITING NATIONAL GUARD EXPERIENCE:** NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

**CONDITIONS OF EMPLOYMENT:**

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

**HOW TO APPLY:**

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment **OR** a current resume.
2. Attach any required documents (see Required Documents below).
3. Submit application package to the California National Guard – HRO Office via email at [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)
4. Please title your emails to fit the format of (Last Name, First Name - Announcement Number); (i.e., Smith, Joe – 09-001)

**IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL WITHIN 2 BUSINESS DAYS, PLEASE CONTACT THE HRO STAFFING TEAM AT (916) 854-3350**

**REQUIRED DOCUMENTS (Application Packet):**

- OF 612, Optional Application for Federal Employment **OR** current resume (mandatory)
- Transcripts, if applicable

**OPTIONAL DOCUMENT (Application Packet):**

- SF 181, Ethnicity and Race Identification Form

**APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE**

[www.calguard.ca.gov/cahr](http://www.calguard.ca.gov/cahr) and at [www.opm.gov/forms/](http://www.opm.gov/forms/) .

**APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)**

**The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.**

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

**ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.**

**VETERANS PREFERENCE DOES NOT APPLY.**

**All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)**

**THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**